MARAC
MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE

Fall Meeting · 2003

October 30–November 1

"Turning Points"

Gettysburg Hotel
Gettysburg, Pennsylvania

Welcome!

The Local Arrangements and Program Committees invite you to join us in Gettysburg, Pennsylvania, for the fall meeting of the Mid-Atlantic Regional Archives Conference, October 30–November 1, 2003.

Most famed for the battle fought there during the American Civil War, the town of Gettysburg provides an interesting backdrop for preservers, organizers, and interpreters of our shared history. Appropriately, our luncheon speaker will be Jim Weeks, whose recently published book, *Gettysburg: Memory, Market, and an American Shrine*, explores the relationship between Gettysburg as a sacred site of memory and as a part of American commercial culture.

Given the significance of the Battle of Gettysburg and the images it invokes in popular memory, we chose "Turning Points" to be our program theme. This theme also has particular significance for us as keepers of cultural heritage materials as our work regularly undergoes changes. These changes are brought on by the ever-evolving popular culture, newer technologies, developments in research methods and interests, and even different philosophical points of view. The program we have created features a wide variety of topics that address change in several unique ways. Whether we change our physical spaces, change the materials we hold, or change the way in which we provide access to our materials, we all reach certain points where we have to make the decision of whether or not to "turn" and embrace these changes. There are good arguments on both sides of the discussion, and we encourage the exploration of differing viewpoints.

In addition to the stimulating program sessions, a number of interesting tours have been organized by the Local Arrangements Committee to enhance your visit to Gettysburg. Take advantage of the season and go on a ghost tour or feed your craving for American history and take a tour of the battlefield. You can even take a walking tour of the town yourself, perhaps seeking out the million and one places where Abraham Lincoln stood, slept, ate, or spoke–he really got around on that November day 140 years ago. Casual attire is encouraged for our Friday evening reception in the Eisenhower Bank Barn on the 690-acre Eisenhower National Historic Site. The main house will also be open for touring.

We hope that you will take this opportunity to join us in Gettysburg–a chance to develop professionally while at the same time enjoying the vibrant foliage of a Pennsylvania autumn amidst the solemnity of one of this nation's most sacred places.

Jim Gerencser
Chair, Program Committee

Christine Ameduri
Pamela Cassidy Whitenack
Co-Chairs, Local Arrangements Committee

Please bring a copy of this program with you as it is the only one that you will receive!

Program Committee

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Program Editor

Cheryl L. Stadel-Bevans, *Center for Electronic Records, National Archives and Records Administration*

Schedule-at-a-Glance

THURSDAY, October 30

8:00 am – 6:00 pm . . . . . Registration
9:00 am – 12:00 pm **W1**–Appraisal
9:00 am – 12:00 pm . . . . . **W2**–Home Alone
9:00 am – 12:00 pm . . . . . **W3**–Moving Images
10:00 am – 10:30 am . . . . . Refreshment Break
1:00 pm – 4:00 pm. **W4**–Copyright
1:00 pm – 4:00 pm . . . . . **T1**–Church Tour
2:00 pm – 5:00 pm . . . . . Committee Meetings
2:30 pm – 3:00 pm . . . . . Refreshment Break
3:00 pm – 4:00 pm. . . . . **T2**–Monuments Tour
5:30 pm – 9:00 pm. . . . . Steering Committee Meeting and Dinner
8:00 pm – 9:15 pm . . . . . **T3**–Ghost Tour 1
9:00 pm – 11:00 pm . . . . . Hospitality Suite

FRIDAY, October 31

7:15 am – 5:15 pm . . . . . Registration
7:45 am – 8:15 am . . . New Members Orientation
8:00 am – 5:00 pm . . . . . Exhibitors
8:00 am – 8:45 am . . . . . Continental Breakfast
8:30 am – 9:10 am. . . . . State Caucus Meetings (NJ, NY, VA, WV)
9:20 am – 10:00 am. . . . . State Caucus Meetings (DC, DE, MD, PA)
10:15 am – 11:45 am . . **S1–S3**–Concurrent Sessions
12:00 pm – 1:30 pm . . . . Luncheon at the Fire Hall
1:45 pm – 3:15 pm . . **S4–S6**–Concurrent Sessions
3:15 pm – 3:30 pm . . . . . Refreshment Break
3:30 pm – 5:00 pm . . **S7–S9**–Concurrent Sessions
6:00 pm – 8:30 pm . . . . . Reception
9:00 pm – 10:45 pm . . . . . **T4**–Ghost Tour 2
9:00 pm – 11:00 pm . . . . . Hospitality Suite

SATURDAY, November 1

7:30 am – 11:30 am . . . . . Registration
8:00 am – 9:30 am . . . . . Breakfast and Business Meeting
9:45 am – 11:15 am. . **S10–S12**–Concurrent Sessions
11:15 am – 11:30 am . . . . . Beverage Break
11:30 am – 1:00 pm. . **S13–S15**–Concurrent Sessions
1:30 pm – 3:30 pm . . . . . **T5**–Battlefield Tour

For online program information, visit **http://www.marac.info/fall2003.htm**.

Conference Overview

THURSDAY, OCTOBER 30

8:00 am – 6:00 pm . . . . . Registration, *Pre-Function Lobby*

9:00 am – 4:00 pm. . . . . Workshops

See pages 7 & 8

1:00 pm – 4:00 pm. . . . . Tours

See page 6

2:00 pm – 5:00 pm. . . . . Committee Meetings

Some of the afternoon committee meetings may assemble on the campus of Gettysburg College.

All committee chairs should contact their members prior to the meeting to provide meeting times and prepare agendas. A listing here does not necessarily mean that the committee will meet.

Arline Custer Award Committee
Development Committee
Education Committee
Finance Committee
Finding Aids Committee
Meetings Coordinating Committee
Membership Development Committee
Nominating Committee
Outreach Committee
Publications Committee
Program and Local Arrangements committees for Spring 2004
Program and Local Arrangements committees for Fall 2004

5:30 pm – 9:00 pm . . . . . Steering Committee Meeting and Dinner, *Stevens*

8:00 pm – 9:15 pm. . . . . Tour

See page 6

9:00 pm – 11:00 pm . . . . . Hospitality Suite, *Tavern & Pre-Function Lobby*

FRIDAY, OCTOBER 31

7:15 am – 5:15 pm . . . . . Registration, *Pre-Function Lobby*

7:45 am – 8:15 am . . . . . New Members Orientation, *Stevens*

8:00 am – 5:00 pm . . . . . Exhibitors, *Grand Ballroom*

8:00 am – 8:45 am. . . . . Continental Breakfast, *Grand Ballroom*

8:30 am – 10:00 am. . . . . State Caucus Meetings

All attendees are invited to attend the State Caucus Meetings.

Time/Room	Eisenhower	Stevens	Webster	Tavern
8:30 am – 9:10 am	New York	Virginia	New Jersey	West Virginia
9:20 am – 10:00 am	Pennsylvania	D.C.	Maryland	Delaware

10:15 am – 11:45 am . . . . . **S1–S3**–Concurrent Sessions

See page 10

12:00 pm – 1:30 pm. . . . . Luncheon and Speaker at the Fire Hall

Gettysburg: Creating an American Shrine

Our luncheon speaker is Jim Weeks, currently a fellow at the Papers of Abraham Lincoln in Springfield, Illinois. His recently published book, *Gettysburg: Memory, Market, and an American Shrine*, explores the history of a place that is seen as a sacred, market-free space, and yet is one

FRIDAY, OCTOBER 31 (continued)

of the most commercialized historic places on earth. Contrary to popular belief, though, commercialism has not invaded Gettysburg as a result of recent interest in the Civil War or even twentieth-century tourism. Rather, the marketplace has been part of Gettysburg's development since the cannons cooled, and it has enhanced rather than exploited the sacred. Tracing the evolution of marketing Gettysburg from 1863 to the present, Mr. Weeks will demonstrate that Gettysburg became a culturally significant site because the marketplace–a central feature of American life–played an active part in its progress and development.

1:45 pm – 3:15 pm . . . . . **S4–S6**–Concurrent Sessions
See page 11

3:30 pm – 5:00 pm . . . . . **S7–S9**–Concurrent Sessions
See page 12

6:00 pm – 8:30 pm . . . . . Reception at the Eisenhower National Historic Site
http://www.nps.gov/eise/home.htm

The farm designated Eisenhower National Historic Site is the only place President and Mrs. Dwight D. Eisenhower ever called home. In 1950, the Eisenhowers, looking forward to retirement, purchased the Allen Redding farm adjoining Gettysburg National Military Park. The original 189-acre farm sported a show herd of Angus cattle and served as a presidential retreat, temporary White House, and meeting place for world leaders. In 1967, President and Mrs. Eisenhower deeded their farm to the United States to be administered by the National Park Service as the Eisenhower National Historic Site. Located adjacent to the Gettysburg Battlefield, the site today comprises 690 acres and is still maintained as a working farm.

Our reception will be held in the upper level of the Eisenhower Bank Barn, which was built in the 1880s. The main house will be open for self-guided tours with park service personnel available to answer questions. The Eisenhower Reception Center and the gift shop will also be open.

Shuttle buses will transport members from the Gettysburg Hotel to the site beginning at 6:00 pm. Buses will run approximately every 15 minutes. The last bus will leave the site and return to the hotel at 8:30 pm.

9:00 pm – 10:45 pm. . . . . Tour
See page 6

9:00 pm – 11:00 pm . . . . . Hospitality Suite, *Tavern & Pre-Function Lobby*

SATURDAY, NOVEMBER 1

7:30 am – 11:30 am . . . . . Registration, *Pre-Function Lobby*

8:00 am – 9:30 am . . . . . Breakfast and Business Meeting, *Grand Ballroom*

9:45 am –11:15 am . . . . . **S10–S12**–Concurrent Sessions
See page 13

11:30 am – 1:00 pm. . . . . **S13–S15**–Concurrent Sessions
See page 14

1:30 pm – 3:30 pm . . . . . Tour
See page 7

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EXTRA!

IMR offering Newspaper Microfilm for Sale on the Web!

By Leann Scatton
LScatton@imrdigital.com

WEST HAZLETON-Joseph D. Cerullo, VP of Marketing for IMR Limited, announced that starting today his company would begin offering microfilm copies of various newspapers for sale on the world wide web at ***www.imrdigital.com*** Cerullo went on to say that the rolls could also be ordered by calling 1-800-582-6319. The collection, which numbers in excess of 12,000 rolls, includes newspapers from every county in Pennsylvania. "This should be exciting news for archivists, genealogists and historians everywhere," said Robert Chamberlain, President of IMR.

A small sampling of the more than 12,000 rolls of microfilm in the collection.

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THURSDAY, OCTOBER 30

T1 Church Tour
1:00 pm – 4:00 pm
Fee: $30.00
Registration limited to 45 participants.

A local pastor will lead this bus tour of several historical local churches. We will view Scots-Irish gravestones in the cemetery of Hunterstown Presbyterian Church, tour the archives of St. Matthew's in Hanover which date to the 1740s, and visit the Conewago Chapel. Pick-up and drop-off will be at the Gettysburg Hotel. *This tour will involve some walking and getting on and off a bus. Please dress appropriately for the weather.*

T2 Battlefield Monument Tour
3:00 pm – 4:00 pm
Fee: Free
Registration limited to 25 participants.

Join Dennis Montagna, Director of Monument Preservation and Research, National Park Service, Northeast Extension, as he leads participants in a walking tour of several monuments on which he has worked. He will share his detective work in diagnosing past conservation efforts and the current Park Service efforts to better care for and conserve these historical monuments. This tour is presented in conjunction with Session S5: Historic Site Preservation and Conservation. Participants should meet in front of the National Park Service Visitor Center. *This is an outdoor walking tour. Please dress appropriately.*

T3 Baltimore Street Ghost Tour
8:00 pm – 9:15 pm
Fee: $8.00
Registration limited to 30 participants.
http://www.ghostsofgettysburg.com/baltimore_street.htm

Join us as we walk along Baltimore Street to hear ghost stories of the house where the only civilian killed in the battle met her fate and other homes along Baltimore Street. The tour will end at the National Cemetery, where some of the heroes buried there still walk. Please meet at 271 Baltimore Street to begin this three-quarters of a mile walking tour. *This is an outdoor walking tour. Please dress appropriately.*

FRIDAY, OCTOBER 31

T4 Carlisle Street Ghost Tour
9:00 pm – 10:45 pm
Fee: $8.50
Registration not limited.
http://www.ghostsofgettysburg.com/carlisle_street.htm

Please join us as we stroll down Carlisle Street and hear about the ghosts of Gettysburg College. Hear tales of the modern elevator trip back to a Civil War Hospital and some bizarre poltergeist activities. Please meet at 271 Baltimore Street to begin this one and one-quarter miles walking tour. *This is an outdoor walking tour. Please dress appropriately.*

(continues on next page)

SATURDAY, NOVEMBER 1

T5 Battlefield Tour
1:30 pm – 3:30 pm
Fee: $25.00
Registration limited to 45 participants.
http://www.gettysburgbattlefieldtours.com/

Travel the historic fields of Gettysburg and witness history come alive through the eyes of a Gettysburg National Military Park Licensed Guide. The tour will provide an overview of the three-day battle, including where the Confederate and Union lines were and where they moved, and where the pivotal battles took place. Pick-up and drop-off will be at Gettysburg Hotel. *This tour may involve some walking outside and getting on and off a bus.*

THURSDAY, OCTOBER 30

Note: All workshops will take place in the hotel.

W1 Appraisal: What Do We Keep?
Half Day: 9:00 am – 12:00 pm
Fee: $35.00
Registration limited to 15 participants
Instructor: Martin Levitt, *Librarian of the American Philosophical Society & Professor of History at Temple University*

Appraisal is often considered a major part of the intellectual work of archival processing. Indeed, one of the key questions all archivists must ask is, "What do we keep and what do we throw away?" This workshop, which is appropriate for beginning archivists or others who are relatively unfamiliar with appraisal activities, will examine concepts of archival appraisal. Discussion will involve understanding what values make a record worthy of permanent retention, and why appraisal is both an art–which takes into account general ideas about the process of scholarship and archival use–and a science–which applies systematic principles. The workshop will include the discussion of several appraisal scenarios as examples.

W2 Home Alone: Strategies for the One-Person Shop
Half Day: 9:00 am – 12:00 pm
Fee: $35.00
Registration limited to 15 participants
Instructor: Wanda Finney, *Archivist, The C. Elizabeth Boyd '33 Archives, Wilson College*

Many small repositories employ only one professional staff member. These archivists face many challenges in serving the needs of both their materials and their users. They must often rely on the assistance of volunteers and other unpaid staff. This workshop will focus on the needs of these "lone arrangers", including setting priorities, making sound management decisions, and working with volunteer help.

W3 Introduction to Moving Image Material

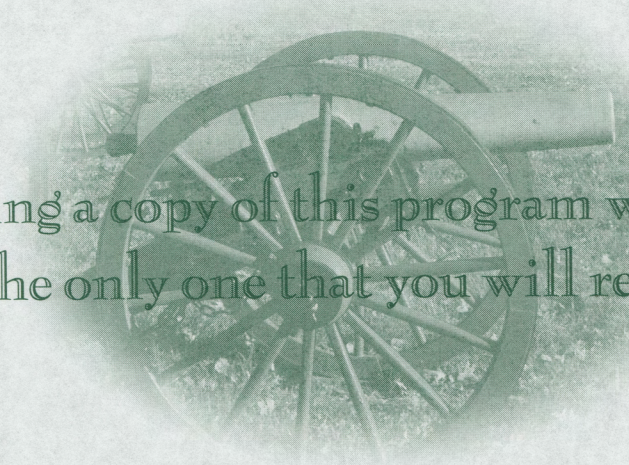
Half Day: 9:00 am – 12:00 pm
Fee: $45.00
Registration limited to 15 participants
Instructor: Erika Gorder, *Associate University Archivist, Rutgers University*

This basic workshop will provide an overview of the archival management of moving image material. Though in existence for over 100 years, moving image material has remained at the fringes of our profession. This material poses daunting challenges to the archivist because it is machine-based and requires special storage conditions, highly subjective interpretive methods, and formalized technical vocabulary for description. This workshop on film and videotape is appropriate for all who have moving image material in their archival collections and is designed to enhance the archivist's understanding of these formats both in terms of their repositories and the information society at large. The instructor will provide information on the identification of formats; the history of the technology; preservation concerns; arrangement and description; and appraisal in the context of moving image archives theory and practice. The workshop will be geared toward making participants comfortable with film and videotape collection management.

W4 A Copyright Primer for Archivists

Half Day: 1:00 pm – 4:00 pm
Fee: $45.00
Registration limited to 15 participants
Instructor: Joseph M. Ciccone, *Corporate Archivist, Merck & Co., Inc.*

Although few archivists need to be legal scholars, all archivists should have a solid understanding of copyright law. Archivists have an obligation under the SAA's Code of Ethics to "be aware of the provisions of the copyright act and … inform potential donors of any provision pertinent to the anticipated gift." Knowledge of copyright law can also help archivists avoid placing both their institutions and themselves in legal jeopardy. In this workshop, participants will learn about the history of copyright law in the United States and review key cases and statutes–including the Digital Millennium Copyright Act–which comprise current copyright law. Through this process, participants will develop a basic understanding of current copyright law and how it pertains to the archival profession.



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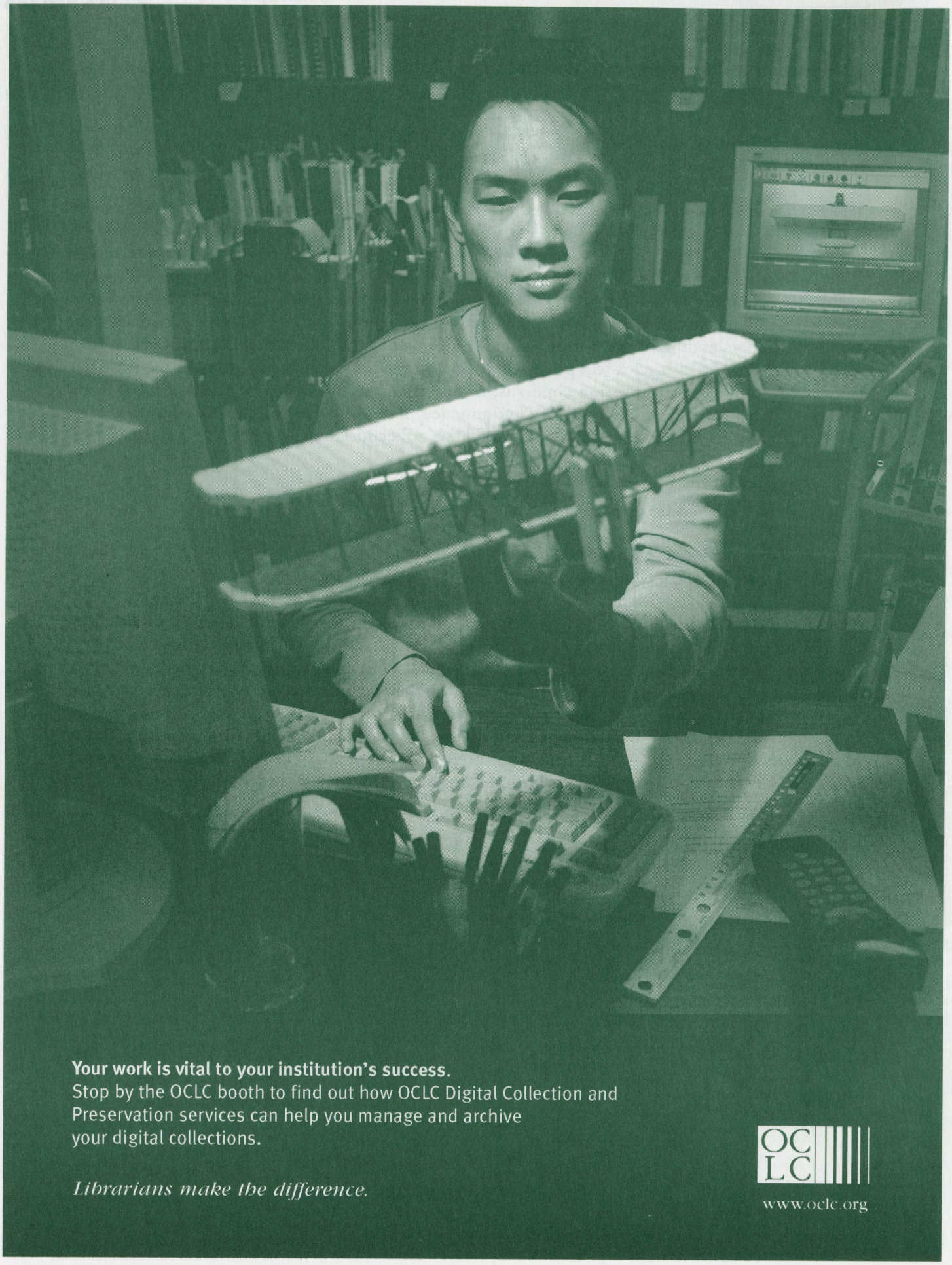
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Sessions

FRIDAY, OCTOBER 31 • *10:15 am – 11:45 am*

S1 After You Build It and They Come, Then What?

As archivists and librarians increasingly make their unique content available via the World Wide Web, someone must respond to user inquiries and provide an adequate level of help to users of the project websites, especially after the project has come to an end. The speakers will focus on several important aspects of working with users of digital collections, such as allocating staff time for public reference; the types of inquiries received; and how user feedback educates staff about site usage and has generated new policies and website improvements. The presenters will also explore the challenges involved in managing the project websites over a long period of time, including evolving user expectations and changes in the user base; changes in the priorities of external funding agencies; and changes in the administrative environment.

Chair:

Meg Phillips, *Senior Records Analyst, Mid-Atlantic Region, National Archives and Records Administration*

Speakers:

Anna Mihalega, *Digital Production Librarian, Digital Research Library, University of Pittsburgh*
Joan Echtencamp Klein, *Assistant Director for Historical Collections and Services & Assistant Professor for Medical Education, University of Virginia Health System*
Brian Harrington, *Curator of Digital Collections, The Johns Hopkins University*

S2 Archives After September 11: A Sampler

Two years after September 11, 2001, archivists are still adapting to the changes that these events have brought to their work, their collections, and their repositories. Larger repositories and those in urban settings are farther along in tackling some of these issues, including keeping staff, patrons, and collections safe; making changes to access policies for records; and absorbing the impact of the Patriot Act. The National Archives and Records Administration (NARA) has developed a "Records of Concern" program that looks at balancing national security concerns against researcher access privileges, and their security staff has initiated changes in physical access to NARA facilities. The archives of a major insurance company has also begun addressing the related issues of access and security.

Chair:

Leslie Simon, *Corporate Archivist, CIGNA*

Speakers:

Ramona Branch Oliver, *FOIA and Privacy Act Officer, Office of General Counsel, National Archives and Records Administration*
Kevin McCoy, *Chief, Security Management Branch, National Archives and Records Administration*
Ellen Morfei, *Archivist and Records Manager, ACE INA*

S3 Building Renovations

Building renovations are stressful. Stress increases when the historic integrity of period architecture must be maintained. These speakers will illustrate how their institutions have successfully retrofitted and updated their buildings while creating and maintaining – to the degree possible – library, museum, and archives standards.

Chair:

Heather Tennies, *Archivist, Lancaster County Historical Society*

Speakers:

Larry Nesbit, *Director of Information Resources, Mansfield University*
Charles Tonetti, *Chief Historical Architect, Independence National Historical Park*

FRIDAY, OCTOBER 31 • *1:45 pm – 3:15 pm*

S4 The Alphabet Soup of Emerging Metadata Initiatives in Archives

This session will provide an overview of emerging metadata initiatives affecting the archival world and provide examples of these initiatives and how they can be used in everyday archival practice. Primary emphasis will be placed on the Open Archives Initiative (OAI) Protocol for Metadata Harvesting. Topics will include the applied and theoretical sides of OAI and its application in the archival world. The Metadata Encoding and Transmission Standard (METS)–a complementary standard for archival processing and digital preservation–will also be discussed.

Chair:
Clay Redding, *Metadata Librarian, Princeton University*

Speakers:
Chris Prom, *Assistant University Archivist, University of Illinois at Urbana-Champaign*
David Ruddy, *Interim Coordinator of Electronic Publishing, Cornell University*
Aaron Brenner, *Digital Projects Librarian, University of Pittsburgh*

S5 Historic Site Preservation and Conservation

Historic sites are multi-layered sources of historical information. When sites, sculpture, and monuments begin to decay, who tends to the preservation needs? When buildings change custody and functionality again, who documents and maintains the historical context that will allow for interpretation? Our speakers will consider structures and the documentary evidence of the improvements, transformation, and protection of them. This session is presented in conjunction with Tour T2: Battlefield Monument Tour.

Chair:
Joshua Silver, *Historic Preservation Researcher*

Speakers:
Dennis Montagna, *Director of Monument Preservation and Research, National Park Service, Northeast Extension, Philadelphia*
Karen Stevens, *Archivist, Independence National Historical Park*
Kerry Mohn, *Historian, Ephrata Cloister, Pennsylvania Historical and Museum Commission*

S6 Anniversaries

What's involved in preparing for an anniversary? The presenters in this session will discuss how archives can be used in anniversary and other organizational celebrations, and the ideas and insights they as archivists have gained through activities and projects relating to these events. Topics include using archives and historical collections in presentations of projects or programs; documenting a project; using living history persons; and management issues such as financial planning, volunteer and personnel issues, event development, and organizational planning.

Chair:
Diane Wallace, *Chief, Division of Archival and Records Management Services, Pennsylvania Historical and Museum Commission*

Speakers:
June Lloyd, *Librarian and Archivist, York County Heritage Trust*
Amey Hutchins, *Public Services Archivist, University of Pennsylvania*
John F. Giblin, *Site Administrator, Pennsylvania Historical and Museum Commission*

FRIDAY, OCTOBER 31 • *3:30 pm – 5:00 pm*

S7 The Hunt for the Underground Railroad

Secrecy helped to ensure the safety of those who traveled the Underground Railroad, as well as those who operated and maintained it. As a natural consequence of this need for secrecy, resources on the Underground Railroad are now rather difficult to uncover. How can one effectively research a subject when there is so little documentation? The three presenters will discuss their research methods and the sources that have allowed them to create more meaningful, inclusive, and documented accounts of the Underground Railroad.

Chair:

Lisha Penn, *Archivist, Initial Processing and Declassification Division, National Archives and Records Administration*

Speakers:

Karen James, *Administrative Officer, Division of History, Bureau of Archives and History, Pennsylvania Historical and Museum Commission*

Scott Hancock, *Associate Professor of History, Gettysburg College*

William C. Kashatus, *Author, Pursuit of Freedom: A Map and Guide to the Underground Railroad, and Just over the Line: Chester County and the Underground Railroad*

S8 Advances in EAD Automation

This session will look at advances in automation for Encoded Archival Description (EAD) by looking at large finding aids, institutional solutions, and XML conversion processes. The speakers will discuss automation and finding aid conversion using desktop software tools and will provide practical demonstrations.

Chair:

Jodi L. Koste, *Archivist, MCV Campus, Virginia Commonwealth University*

Speakers:

John Rees, *Associate Curator, History of Medicine Division, National Library of Medicine*

Daniel Pitti, *Project Director, Institute for Advanced Technology in the Humanities, University of Virginia*

Holly Mengel, *Assistant Archivist for Dick Thornburgh Papers, University of Pittsburgh*

S9 The Challenges of Mental Health Care Records

Mental health care records are a rich resource for doing research – when they can be found and accessed. Our first speaker will discuss the challenges he encountered while doing research on the history of early psychiatric patient care in Maryland. Our second speaker will discuss the lives, work, and documentary heritage of Drs. Freeman and Watts, early pioneers in neuroscience surgery. Our final speaker will outline privacy and confidentiality concerns as they pertain to these records.

Chair:

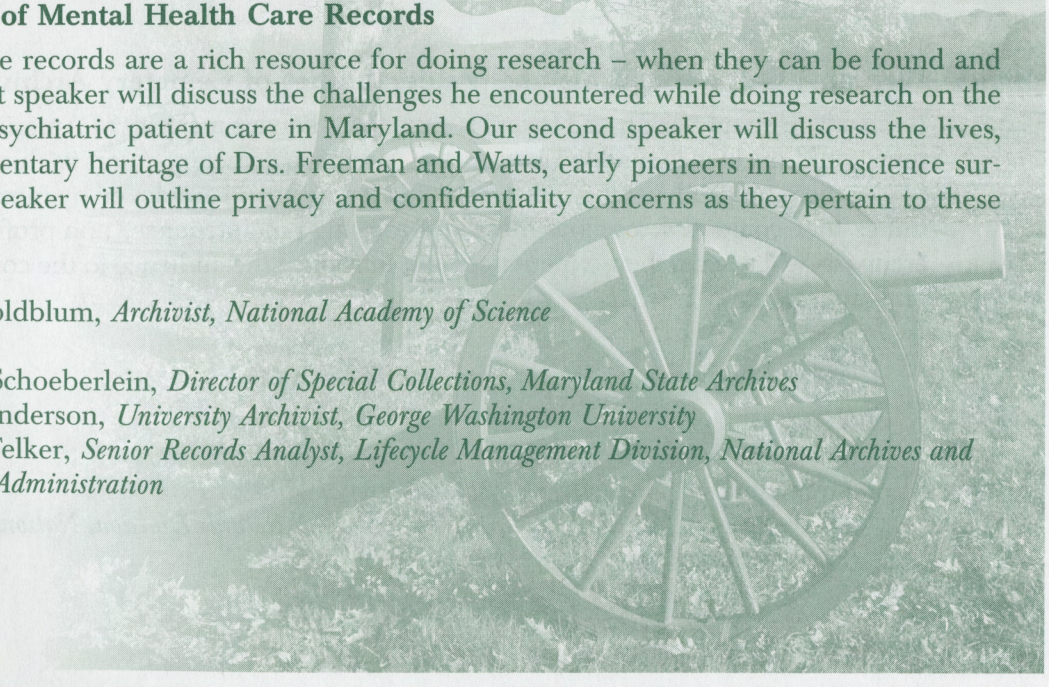
Janice F. Goldblum, *Archivist, National Academy of Science*

Speakers:

Robert W. Schoeberlein, *Director of Special Collections, Maryland State Archives*

G. David Anderson, *University Archivist, George Washington University*

Aimee M. Felker, *Senior Records Analyst, Lifecycle Management Division, National Archives and Records Administration*



SATURDAY, NOVEMBER 1 • *9:45 am – 11:15 am*

S10 The Joys of Barcoding: Managing Collections in an Automated Environment

In a desire for automated collection control, archival repositories are adopting barcoding from their library and records center colleagues. Susan Hamburger will discuss the planning and design phase, focusing on reasons for barcoding, security benefits, in-room circulation tracking, potential for gathering statistics, collection control, and timeline development. Jane Charles will describe the implementation of the university's barcoding project, addressing issues involving database reports, physical barcoding issues, the problems encountered with different kinds of inaccuracies, and the pitfalls to avoid for a successful outcome. Joanne Mattern will present the barcoding experience at the Delaware Public Archives including their reasons for investigating the application and their success with it.

Chair:

James P. Quigel, Jr., *Head, Historical Collections and Labor Archives, The Pennsylvania State University*

Speakers:

Susan Hamburger, *Manuscripts Cataloging Librarian, The Pennsylvania State University*
Jane V. Charles, *Associate Archivist, Special Collections Library, The Pennsylvania State University*
Joanne A. Mattern, *Manager, Records Services, Delaware Public Archives*

S11 State Legislators' Papers

Most State Archives focus collecting on their executive branch of government. But what about state legislatures? The presenters will discuss the challenges and opportunities of collecting and otherwise documenting these political entities and their individual members.

Chair:

Diana Rohrbaugh, *Archivist, Pennsylvania House of Representatives*

Speakers:

Michael J. Dabrishus, *Assistant University Librarian for Archives and Special Collections, University of Pittsburgh*
John O'Donnell, *President, The Vantage Center*
Barbara Austen, *Archivist and Manuscript Cataloger, Connecticut Historical Society*
Steven Kliger, *Executive Director, Center for Public Policy and Social Research, Central Connecticut State University*

S12 Perpetual Care: The Value and Vulnerabilities of Cemetery Archives

If the adage about "death and taxes" is true, then the vast majority of Americans will end up as interment numbers in cemetery ledgers. As the American cemetery enters its third century as a civic institution, the nineteenth century recordkeeping practices still employed by most cemeteries are the very things that could sink or float these historic, high-maintenance, non-profit establishments. Three archivists will discuss their experiences and introduce the audience to the concept of records beyond final interment.

Chair:

Marisa Bourgoin, *Archivist, Corcoran Gallery of Art*

Speakers:

Jennie Benford, *Heinz Archivist, Carnegie Mellon University*
Greg Goodell, *Archivist, Gettysburg National Military Park*
Mark Mollan, *Archivist, Old Military and Civil Records Division, National Archives and Records Administration*

SATURDAY, NOVEMBER 1 • *11:30 am – 1:00 pm*

S13 Deaccessioning: A Turning Point in Collecting

Deaccessioning may look attractive to cash-strapped repositories, especially in the age of eBay and *Antiques Roadshow*. Two archivists and a museum registrar will explain how their institutions handle deaccessioning, why they deem it necessary, and how they have legally disposed of selected collections.

Chair:
Michael Knies, *University Archivist, University of Scranton*

Speakers:
Mary Jane Miller, *Head of Collections Management, Pennsylvania Historical and Museum Commission*
Dale Patterson, *Archivist and Records Administrator, United Methodist Church Archives*
Earleen Glaser, *Reference Librarian and College Archivist, Mercyhurst College*

S14 Archivist as Curator: Penetrating the Third Dimension

This session features archivists who also function as artifact curators at their respective museums. They will discuss the triumphs and tragedies of serving this dual role and offer insight into going beyond the two-dimensional world of papers and photographs to the three-dimensional arena of museum artifacts.

Chair:
Ed Hahn, *Archivist Emeritus, Westmoreland County Historical Society*

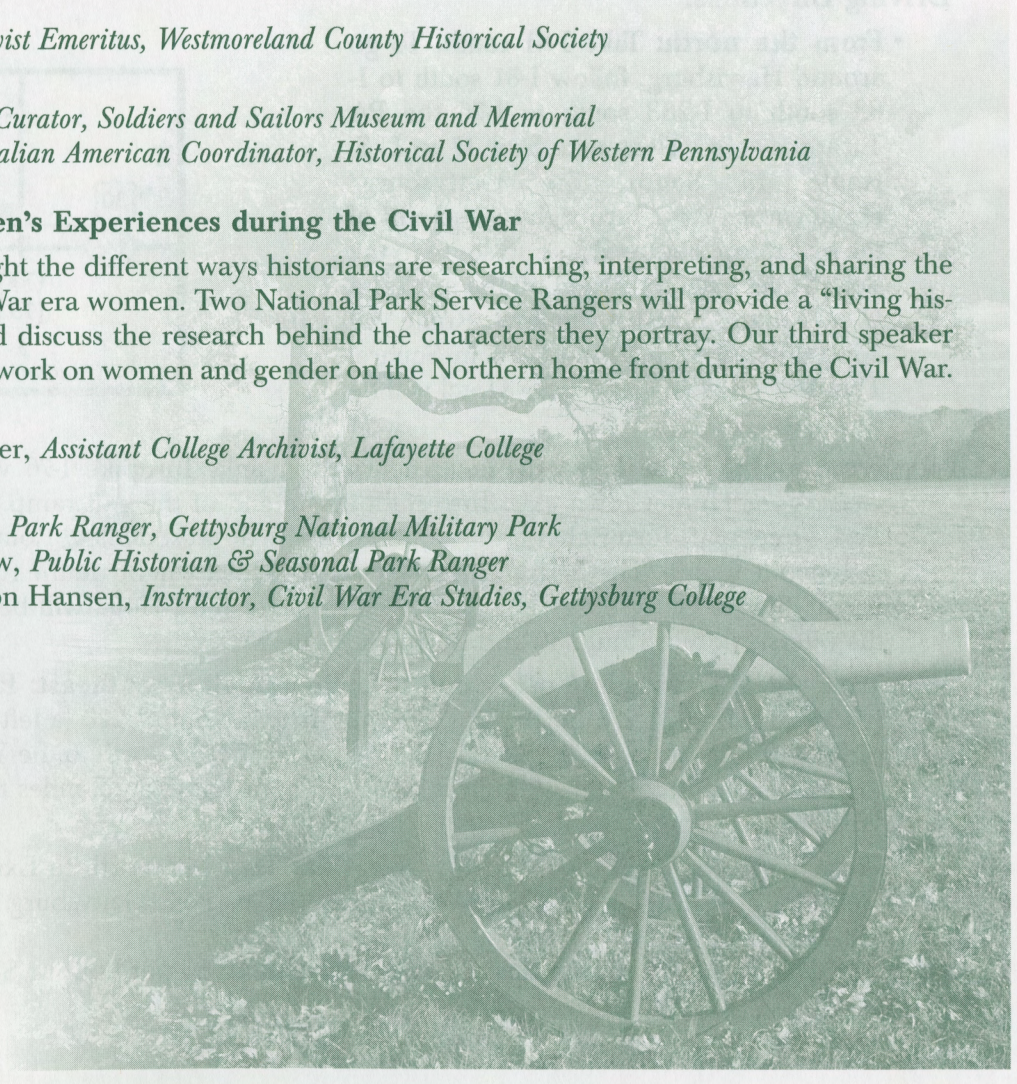
Speakers:
Grant Gerlich, *Curator, Soldiers and Sailors Museum and Memorial*
Nick Ciotola, *Italian American Coordinator, Historical Society of Western Pennsylvania*

S15 Documenting Women's Experiences during the Civil War

This panel will highlight the different ways historians are researching, interpreting, and sharing the experiences of Civil War era women. Two National Park Service Rangers will provide a "living history" presentation and discuss the research behind the characters they portray. Our third speaker will share her current work on women and gender on the Northern home front during the Civil War.

Chair:
Kristen D. Turner, *Assistant College Archivist, Lafayette College*

Speakers:
Rebecca Lyons, *Park Ranger, Gettysburg National Military Park*
Janet L. Bucklew, *Public Historian & Seasonal Park Ranger*
Christina Ericson Hansen, *Instructor, Civil War Era Studies, Gettysburg College*

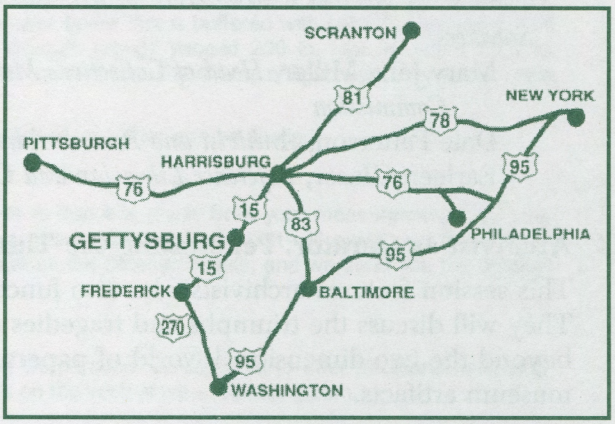


Transportation

At the heart of Gettysburg's historic district, the Best Western Gettysburg Hotel is located at One Lincoln Square at the junction of U.S. Route 30 and Business Route 15, within an hour's drive from Washington, DC; Baltimore, MD; and Harrisburg, PA.

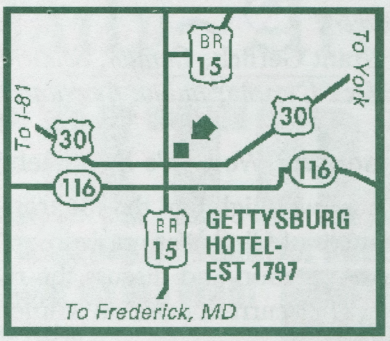
Public Transportation:

Unfortunately, there is no bus or train service to Gettysburg itself. If one needs to arrive in Gettysburg without driving, one should fly or take a bus to the Harrisburg International Airport. There is shuttle service – by arrangement only – from the Bus Terminal at the Airport. To make shuttle arrangements, contact the Gettysburg Convention and Visitors Bureau at 35 Carlisle Street, Gettysburg, PA 17325; phone (717) 334-6274; fax (717) 334-1166; or email gcvb@gettysburg.com.



Driving Directions:

- **From the north:** Take I-81 south. To go around Harrisburg, follow I-81 south to I-83 south to I-283 south to I-76 the PA Turnpike west. Then take Exit 17 to U.S. Route 15 South, the Gettysburg/ Hunterstown exit. Turn right at the end of the exit ramp. Follow Route 15 south to the York Street exit. Turn right off the exit onto U.S. Route 30 west. Follow Route 30 approximately 2 miles to Lincoln Square. The Best Western Gettysburg Hotel will be on right.



- **From points east & west:** Take the Pennsylvania Turnpike I-76 west to Exit 17. Exit at the Gettysburg/Hunterstown exit. Turn right at the end of the exit ramp. Follow US 15 south to the York Street exit. Turn right off the exit onto Route 30 west. Follow Route 30 approximately 2 miles to Lincoln Square. The Best Western Gettysburg Hotel will be on the right. Alternatively, take U.S. Route 30 into Gettysburg. The Best Western Gettysburg Hotel will be on the northeast corner of the intersection of Route 30 and Business Route 15.
- **From the D.C. area and other points further south & southeast:** Take the Washington Beltway (I-495) around to I-270 north. Exit from the Beltway onto I-270 (a left exit from the inner loop, a right exit from the outer loop). Take I-270 north to US 15 north to the York Street exit. Turn left off the exit onto Route 30 west. Follow Route 30 approximately 2 miles to Lincoln Square. The Best Western Gettysburg Hotel will be on the right.
- **From western Virginia and West Virginia:** Take I-81 north to Exit 16, U.S. Route 30 east to Gettysburg. Follow Route 30 into town. The Best Western Gettysburg Hotel will be on the left.

Parking: available next door to the hotel at the rate of $0.50 per hour or $7.00 overnight

Registration Form

MARAC–Fall 2003 • Gettysburg, PA

October 30–November 1, 2003

Name (to appear on badge): _____

Institution: _____

Address: _____

City/State/Zip: _____

Telephone: _____ Fax: _____ E-mail: _____

MARAC Member? ❒ Yes ❒ No New Member? ❒ Yes ❒ No

Please list any special assistance required _____

If you will need childcare or have any questions about this meeting, contact:

Christine Ameduri at (717) 337-7006 or cameduri@gettysburg.edu, or Pam Whitenack at (717) 566-8251 or pwhitenack@hersheyarchives.com.

REGISTRATION

Postmarked **before October 10:** ❒ MARAC member, $60.00 ❒ non-member, $95.00*

Postmarked **after October 10:** ❒ MARAC member, $70.00 ❒ non-member, $105.00*

After October 20, please register onsite: ❒ MARAC member, $80.00 ❒ non-member, $115.00*

**The non-member fee entitles you to one year's membership in MARAC. Please check below:*

❒ YES, I would like to become a member of MARAC

❒ NO, I do not want to join MARAC at this time

TOURS

Please check the box for each tour you plan to attend:

❒ T1 Thursday – *Churches* # ____ @ $30/person $ _____

❒ T2 Thursday – *Monuments* # ____ FREE

❒ T3 Thursday – *Baltimore St. Ghosts* # ____ @ $8/person $ _____

❒ T4 Friday – *Carlisle St. Ghosts* # ____ @ $8.50/person $ _____

❒ T5 Saturday – *Battlefield* # ____ @ $25/person $ _____

WORKSHOPS

Please check the box for each workshop you plan to attend. Registrants will receive confirmation from Fernanda Perrone of the MARAC Education Committee. If you do not receive this notification, you are not registered for the workshop.

❒ W1 Thursday – *Appraisal* # ___ @ $35/person $ _____

❒ W2 Thursday – *Home Alone* # ___ @ $35/person $ _____

❒ W3 Thursday – *Moving Images* # ___ @ $45/person $ _____

❒ W4 Thursday – *Copyright* # ___ @ $45/person $ _____

Registration fee, if attending Workshops only:

MARAC member $5.00; non-member $10.00 $ _____

Please help us plan meeting arrangements by checking the activities you plan to attend:

❒ Friday Continental Breakfast FREE

❒ Friday Luncheon *not included with registration:* # ____ @ $16/person $ _____

Check entrée choice: ❒ Lemon Herb Chicken or ❒ Vegetarian

❒ Friday Reception at Eisenhower National Historic Site: FREE

Guest Ticket(s): # ____ @ $5/person $ _____

❒ Saturday Buffet Breakfast *not included with registration:* # ____ @ $10/person $ _____

Please circle the Program Sessions you plan to attend:

Friday: S1 S2 S3 S4 S5 S6 S7 S8 S9

Saturday: S10 S11 S12 S13 S14 S15

TOTAL $ _____

Make check payable to MARAC, and mail with this form to: MARAC, 8233 Old Courthouse Road, Suite 210, Vienna, VA 22182

Please note: MARAC cannot take purchase orders or credit card charges.
Refunds for cancellations will not be made after October 20, 2003.

Best Western Gettysburg Hotel

One Lincoln Square · Gettysburg, PA 17325
(717) 337-2000 · Fax (717) 337-2075
information@hotelgettysburg.com
http://www.gettysburg-hotel.com

In making your reservations, the hotel requires that you either:

1. Enclose a check or money order covering the first night's stay.
2. Send the entire number of a major credit card and include the expiration date and your signature.
3. Call or fax the hotel directly at the above numbers or mail to:

   Best Western Gettysburg Hotel · One Lincoln Square · Gettysburg, PA 17325

Rates Available: October 30–November 1, 2003

$124.00 Single/Double $129.00 Triple $134.00 Suite

Self-service parking is available next to the hotel for $7.00 per night and is charged to your room.

Cutoff Date: September 25, 2003

Note: If the hotel staff tell you that all rooms are booked, please make sure that you tell them that you are with MARAC. If they still state that they are booked, ask about their arrangements with other hotels. The hotel has guaranteed a limited number of rooms at other area hotels for MARAC participants at the same room rates.

PLEASE FILL OUT THE INFORMATION BELOW AND MAIL OR FAX TO BEST WESTERN GETTYSBURG HOTEL

Name: _____

Address: _____

City: _____ State: _____ ZIP code: _____

Telephone: _____ Fax: _____ Email: _____

❑ Smoking ❑ Non-Smoking Please reserve #_____ of Rooms for _____People

❑ King/Queen Bed ❑ Two Double Beds Arrival Date _____ Departure Date _____

Names(s) of Person(s) sharing accommodations _____

❑ Check or Money Order Enclosed Amount $ _____

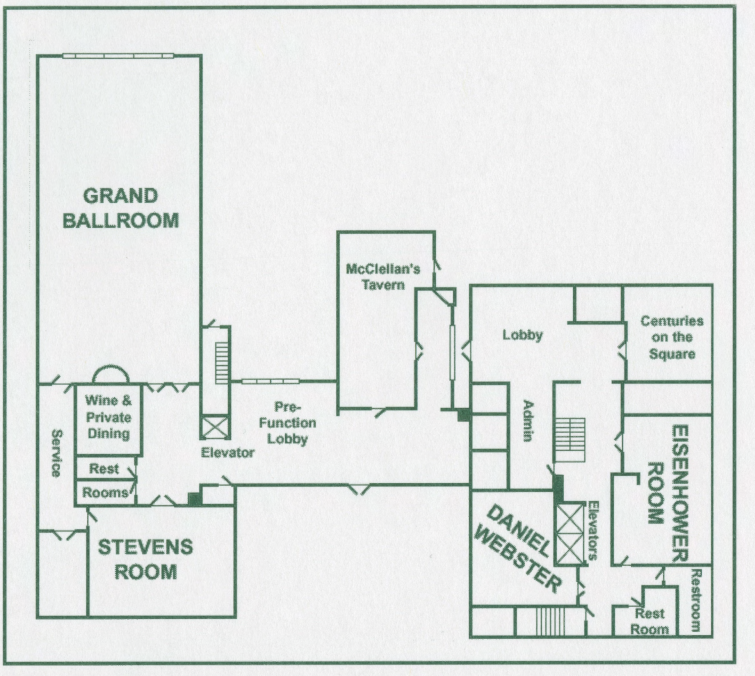
Credit Card # _____

Exp. Date _____ Amount $ _____

I authorize the Best Western Gettysburg Hotel to charge my account for one night's deposit and all applicable sales taxes. Check in time is 3:00 pm. Check out is 12:00 Noon. Please allow 14 days for confirmation of reservations.

Signature _____ Date _____

Best Western Gettysburg Hotel
Floor Plan



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COVER IMAGE: Tourists at Devil's Den in Gettysburg, Pennsylvania, by Ralph Hackman, 1901. Image provided courtesy of the Cumberland County Historical Society.